Action Plan Template

Where do I want to be by the end of this period/year?
What do I want to be doing? (Include as many learning needs as required to achieve agreed objectives)

What do I want/need to learn? Provide a specific description of the desired changes (e.g., skills to gain, knowledge to acquire, topics/themes/content to cover)	What do I have to do to achieve this? Some examples, a new/ongoing course, conference, self-development (like wider research or reading), coaching/mentoring, job shadowing	What resources or support will I need? Some examples, teaching staff support, library support, student advisor support, line manager, etc.	How will I measure success? Some examples, appraisals, course assessments, team feedback, tutor feedback	Target dates for review and completion Note that these need to be realistic/achievable
Programming and coding: I want to improve my Python, HTML AND CSS programming skills.	Continue to self-study and join a bootcamp.	Access to online and MOOCS such as FreeCodeCamp. Most coding bootcamps are expensive so I will need to budget accordingly.	This will be through tutor feedback and accuracy of the code (does it work?).	I have given myself one-year, and I will evaluate my progress then.
IT experience: at the moment, my experience is mostly from volunteering to help friends and colleagues with their IT and cyber security.	Get an internship or an entry level placement in a cyber security or IT environment.	Update and improve my CV, cover letter, and personal statements. Network with industry professionals, attend job fairs. Join and follow professional bodies such UK Cyber Security Council and Chartered Institute for IT (Council, 2022).	Initially this will be through a successful job application process.	As soon as possible.

Council, U.C.S. (2022) *Cyber security careers: a route map through the 16 cyber security specialisms | UK Cyber Security Council*.

www.ukcybersecuritycouncil.org.uk. Available from: https://www.ukcybersecuritycouncil.org.uk/careers-learning/careers-route-map/.